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NASA Procedural Requirements

COMPLIANCE IS MANDATORY**NPR 8800.15A**

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[Printable Format \(PDF\)](#)**Subject: Real Estate Management Program Implementation Manual****Responsible Office: Facilities Engineering and Real Property Division**

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Preface

P.1 PURPOSE

This NPR provides a ready reference to policy and requirements for the management and utilization of NASA Real Property assets. The document is designed to provide uniform and orderly processes for meeting NASA's strategic and infrastructure Real Property needs against a background of reinvention and fundamental changes to management approach.

As the asset management reengineering proceeds, successive revisions to this document will reflect the most current approach to these fundamental processes. To provide NASA procedures and requirements during the transition from past management processes, this NPR contains much of the text from existing implementation manuals, form instructions, and other documents arranged into chapters based on the current understanding of the core process of asset management.

The specific instructions on the recordkeeping forms, the data required for their completion and the codes to be used, have been arranged in appendices to the process oriented chapters. This is to allow more convenient reference and updating of individual appendices as details of the subprocesses and activities evolve.

This NPR also introduces reference to automatic data processing systems to assist in the accurate compilation, analysis, and reporting of Real Property and Facility Utilization data. In general, however, NASA's formal Real Property records will continue to be hard copy documents as required by statutes, regulations, and prudent legal considerations.

P.2 APPLICABILITY

This NPR is applicable to all real estate under NASA ownership or control, including the Jet Propulsion Laboratory and all other contractor-held NASA real property. It is to be implemented by NASA Headquarters, NASA Centers, including Component Facilities, and by the Jet Propulsion Laboratory and other NASA contractors to the extent specified in their contracts. Real estate matters involving foreign locations are to be processed by NASA Senior Management officials through the U.S. Department of State. However, the provisions of this NPR do not apply to property leased by NASA within the District of Columbia, since such property is under the cognizance of the General Services Administration.

P.3 AUTHORITY

- a. 42 U.S.C. 2473 (c), 2476a and 2459, Sections 203(c), 207 and 309 of the National Aeronautics and Space Act of 1958, as amended.
- b. 42 U.S.C. 2473d, Use of abandoned and underutilized buildings, grounds, and facilities.

- c. 40 U.S.C. 319-319c, (authorizing Federal agencies to grant easements under certain conditions).
- d. 40 U.S.C. 483 and 484, Sections 202 and 203 of the Federal Property and Administrative Services Act of 1949, as amended.
- e. 7 U.S.C. 2204b-1, (formerly Section 601 of the Rural Development Act (RDA) of 1972, as amended. of 1972, as amended.
- f. 42 U.S.C. 4601 et seq., the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.
- g. Public Law 104-106, Sections 5001-5703, the Information Technology Management Reform Act of 1996.
- h. 41 CFR Parts 101-3, 101-17, 101-20, 101-47, General Services Administration, Real Property Management Regulations.
- i. 14 CFR Part 1204 Sections 501, 503, and 504, NASA regulations.
- j. 14 CFR Part 1208, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.
- k. 49 CFR Part 24, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.

P.4 REFERENCES

- a. 40 U.S.C. 255, Approval of title prior to Federal land purchases.
- b. Financial Management Manual (FMM) 9021-4, Definitions.
- c. FMM 9252, Real Property Accounting.
- d. NPD 8800.14, Policy for Real Property Management.
- e. NPR 8820.2, Facility Project Implementation Handbook.
- f. NPD 8500.1, NASA Environmental Management
- g. NPR 8580.1, Implementing the National Environmental Policy Act and Executive Order 11214.

P.5 CANCELLATION

- a. NHB 7234.2, Facilities Utilization Program Implementation Handbook, dated July 10, 1987.
- b. NHB 8800.15, Real Estate Management Program Implementation Handbook dated October 1991.
- c. NASA Form 1134, Instructions and Real Property Codes for Completing NASA Forms 844, 845, 846, 847 and 1045.
- d. NHB 8811.8, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.

/s/ Jeffrey E. Sutton
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